

**STANDARD OPERATING PROCEDURE (SOP)
FLOOD CONTROL REGULATION
SURRY MOUNTAIN AND OTTER BROOK DAMS**

PHASE	24-HOUR RAINFALL ON		SURRY MOUNTAIN RESERVOIR	OTTER BROOK RESERVOIR	RIVER INDEX STATIONS (STAGE IN FEET)		REGULATION INSTRUCTIONS		DUTIES DURING EACH PHASE
	SNOW COVERED, WET OR FROZEN GROUND	DRY GROUND	RISING POOL ELEVATION (FEET, NGVD)		ASHUELOT RIVER AT KEENE 214 SQ MI	CONNECTICUT RIVER AT MONTAGUE CITY 7,865 SQ MI	GATE SETTINGS		
I-APPRAISAL FIRST ALERT	1.0"	1.0"	Summer 18' Winter 19'	Summer 21' Winter 24'	---	---	NORMAL GATE SETTINGS		FLOOD CONTROL PROJECT MANAGER PHASE I 1. Collect and report rainfall and stage data to RRT. 2. Operate according to instructions from RRT. PHASE II 1. Operate according to instructions from RRT. 2. Note any unusual conditions at dam, in downstream channels or at index stations. PHASE III 1. Check downstream channel and damage areas. 2. Report to RRT for further instructions.
INITIAL REGULATION	2.0"	2.0"	---		471'	---	Discharge should not exceed 750 cfs	Discharge should not exceed 350 cfs	
II-CONTINUATION OF REGULATION	3.0"	3.0"	---		472.5'	25.0'	Minimum outflow as specified in the Outflow Guidance		
III-EMPTYING THE RESERVOIRS	STORM HAS ABATED		THE NORMAL MAXIMUM RELEASE RATE FROM SURRY MOUNTAIN DAM IS 800 CFS DURING THE GROWING SEASON AND 1,200 CFS DURING THE NON-GROWING SEASON. FROM OTTER BROOK DAM THE NORMAL MAXIMUM RELEASE RATE IS 650 CFS, YEAR ROUND.						PROJECT REGULATOR PHASE I 1. Compile data. 2. Plan and coordinate next instructions to Project Manager. 3. Restrict outflow to maintain safe downstream channel capacities. PHASE II 1. Continue regulation instructions to Project Manager. PHASE III 1. Collect data from Project Manager. 2. Check downstream conditions for allowable releases. 3. Continue regulation instructions to Project Manager.
EMERGENCY OPERATION PROCEDURE (During Communication Failure With RRT) Go to minimum outflow as specified in the Outflow Guidance for the following conditions: 24-hour Rainfall 2.0" Keene Stage 471.5' and rising Montague City Stage 25.0' and rising			NOTES: 1. Emptying the reservoir shall not be initiated until contact has been established with RRT. 2. Ramping of reservoir outflows should be in accordance with outflow guidance. 3. Maximum rate of reservoir drawdown should not exceed 5 feet in 24 hours at Surry Mountain Dam and 10 feet in 24 hours at Otter Brook Dam. 4. Non damaging channel capacities for the above river index stations are as follows: Ashuelot River @ Keene: 473.0' Connecticut River @ Montague City: 30.0' 5. Consider road closures when rising pools are expected to reach the following stages: Surry Mountain: 18'- Access road to recreation weir 35'- Old Surry Road 50'- Old Pond Road Otter Brook: 27'- Road to low parking area 6. If spillway discharge is anticipated refer to paragraph 27d on affected populace.						

